

**County Commissioners' Meeting Agenda**  
**Monday, January 13, 2014 - 8:30am**  
150 Courthouse Drive, Driggs, ID – 1<sup>st</sup> Floor Meeting Room



8:30 **Meeting Called to Order** – Chairman Park *Amendments to the agenda.*

**Monthly Business Meeting**

1. Office Updates & Open Discussion

9:30 **Open Mic** - *Public opportunity to address the board*

9:45 **Emergency Services** – Greg Adams  
**Juvenile Probation** – Brittany Campbell

10:15 **Teton Valley Business Development Center** – Brian McDermott, ED

10:45 **City of Victor** – Rob Heuseveldt, City Administrator  
1. FLAP Grant Request: County Match (Bike Path Connection)

**Public Works** – Jay Mazalewski, Engineer

1. Solid Waste
2. Road & Bridge
  - a. Teton County Inter-Building Connection Bid & Contract
  - b. Cache Bridge Grant Request
  - c. Victor-Driggs Pathway Grant Request
  - d. Horseshoe Canyon Grant Request

**Law Enforcement Center Update** – Tom Davis

12:00 **HUD Consortium: Multi-Modal Project** – Jan Brown

**BREAK**

1:30 **Planning & Building** – Jason Boal, Administrator  
1. Resolution 20140113A – Ratification/Adoption Intl. Building Code  
2. Harmony Design NP Contract  
3. River Rim Amended and Restated Development Agreement

2:00 **Commissioners' District Boundaries** - Resolution 2014-0113C

**Clerk** – Mary Lou Hansen

1. Quarterly Financial Report
2. Resolution 2014-0113B Election Records Destruction
3. Title VI Plan

**Administrative Business** *will be dealt with as time permits*

1. Approve Available Minutes
2. Other Business
  - a. SAR Vehicle Bid Submission Update
  - b. Eastern Idaho State Fair Budget
  - c. Snow Bike Update – Prosecutor Spitzer
  - d. IDWR Report: *Proposed* Teton Creek Flood Control District
3. Committee Reports
4. Claims

**Executive Session** per IC§67-2345 (1)(d) indigent matters

**ADJOURN**

**Upcoming Meetings**

Jan. 22 – IAC Webinar: Community Relations & Public Outreach

Jan. 27 – Reg. Meeting 9:00am

Jan. 27 – Road Priorities Meeting 6:00pm (*Snow Date Jan. 30<sup>th</sup>*)

Feb. 3-5 – IAC Conference Boise (Kelly & Sid)

Feb. 10 – County Business Meeting 8:30am; Regular Meeting 9:30am (Fair Board Capital Improvements Discussion)

Feb. 12 – IAC Webinar: BOE Training, Property Tax Exemptions 101

Feb. 13 – Public Hearing

Feb. 24 – Reg. Meeting 9:00am

Feb. 24 – Town Hall Meeting 6:30 – 8:00pm



# Teton County

## Emergency Management &

### Mosquito Abatement

Department Report 12/9-1/8/2014

Greg Adams, Coordinator/Director

#### **Teton Creek Grant Project Update**

Major construction is finished for the project. The total amount spent on the project to date, (including our personnel time match) is \$851,088.57. 56% of the project tasks have been completed, along with 30% of our match obligations.

#### **Projects Accomplished**

The County cell phone plan that includes the SO, Fire, EMS, Engineering & Solid Waste recently changed providers. Because of these we have some phones that are no longer in use, but that have value. Specifically two iPhones that were from the Sheriff's Office that are worth more than \$200 each. Because of this and the policy that any County property whose value exceeds \$200 must be sold at auction, I am wondering what to do with these phones. There is a phone reseller that would pay around \$540 for both phones, however selling those phones on Ebay would probably get the County more like \$800. In addition there are several other phones that are worth less than \$200, that we would get more money from if we sold them on Ebay. I have attached a spreadsheet of the ones that would be worth something. If the Ebay route is selected, there isn't a County Ebay account currently. Would it make sense to create an account and utilize it for disposing of items of value such as these that could be easily shipped? We also have a box of old AT&T phones that have no value, may I dispose of them?

#### **Future Projects**

I have \$4090.67 worth of Maintenance and Administration grant money saved up over 3 years. I would like to utilize it for purchasing radio communication equipment and supplies to setup in my office at the Justice Center, and to replace my 6 year old laptop that has a failing hard drive. May I do so?

I have utilized my personal credit card to purchase supplies for several years, and in order to simplify the process, separate personal and County expenses, and maintain accountability, I would like to apply for a credit card for my agency with a limit of \$5,000.00. This will be used for routine expenses as well as disaster or emergency expenses when needed. May I proceed with the application?

The Idaho Emergency Managers Association is having their annual meeting in Boise on February 3<sup>rd</sup> through the 5<sup>th</sup>. I am one of the Vice Presidents for the association and this is the only time we get all of us together. May I attend the meeting?

Since Valee left I am the only Teton County representative on the District 6 Interoperability Governance Board or DIGB6. This committee meets when needed to discuss and coordinate radio interoperability issues in the district. I propose that you appoint Mitch Golden as the other DIGB6 representative for Teton County. I have already visited with Mitch and he is willing to serve in that capacity.

#### **Future Appointments**

1/14	Multi-Regional Exercise Planning meeting in Pocatello 1:30 to 5
1/16	ASPR in IF1 to 5
1/23	Red Cross in IF 6 to 8:30
2/3-5	IEMA meeting in Boise
2/4	Teton County Radio/LEPC meeting 2:30-5

	e-cycle	Ebay
iPhone 5S 16 GB	320	450
iPhone 5 64 GB	240	400
HTC One VX	NA	70
(2)Atrix 4G	16	75
Pantech Flex	NA	75
Pantech Swift	NA	35
Pantech Link	NA	10
	576	1115

## MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (MOU) is between THE DISTRICT 6 INTEROPERABLE GOVERNANCE BOARD and THE COUNTY OF **TETON**.

WHEREAS, the Legislature in 2006 created the Idaho Statewide Interoperability Executive Council ("SIEC") as Chapter 12, Title 46, Idaho Code; and

WHEREAS, the SIEC requests that all public safety agencies within each County / City / Tribe participate in the development of District organizations that will represent the interests of each County; In collaboration with the SIEC; the District Board will address matters of interoperable communications policy, resource allocation, operations, security, maintenance and sustainability; and

WHEREAS, today's public safety realities have highlighted the need for this type of agreement based on inter-agency cooperation and communication; and

WHEREAS, persons are needed to represent the interest of each agency and county; and

WHEREAS, Idaho Bureau of Homeland Security has determined that District Governance Boards will review and recommend grant awards; and

WHEREAS, two members from each County have been requested to represent each County on the District 6 Interoperable Governance Board; and

WHEREAS the District 6 Interoperable Governance Board has deemed it necessary for the appointed County Representatives within District 6 be appointed by the County Commissioners of each respective County.

NOW, THEREFORE, BE IT RESOLVED that in order to ensure that the public safety community reaches optimal utilization of finite communications resources and maximum interoperability, this agreement authorizes the following individuals, to represent The County of **TETON** on the District 6 Interoperable Governance Board:

Greg Adams

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Mitch Golden

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

BOARD of COUNTY COMMISSIONERS, Teton County, ID

Kelly Park, Chairman

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*





## TETON COUNTY JUVENILE PROBATION

89 N MAIN Ste 4 • DRIGGS ID 83422 • P208-354-3862 • F208-354-2994

Brittany Campbell  
Chief Juvenile Probation Officer

### Commissioner Report

ON DECEMBER 31<sup>ST</sup> 2013

**Total number of Juveniles on formal PROBATION – 11**

Male – 8

Female -3

**Total number of Juveniles on DIVERSION – 1**

Male – 1

Female -0

**Interstate Compact – 2**

Juveniles supervised in Teton County through ICJ – 0

Juveniles supervised in other states through ICJ -2

**Courtesy Supervision – 0**

Juveniles supervised in Teton County -0

Juveniles supervised in other counties – 0

**Juveniles in Department of Juvenile Corrections – 1**

**The following information has been compiled for the past THREE months  
(July 1-September 30 2013)**

**Number of drug tests done – 25**

Positive – 16

Negative – 9

**How many times each drug came up positive**

NICOTINE – 9

THC (Marijuana)-4

ALCOHOL-2

CREATININE- 4

**Probation violations filed –3**

**Juveniles whose probation was revoked due to noncompliance – 0**

**Days Juveniles spent in 5-C – 50**

**Days Juveniles over 18 years of age spent in Madison County Jail – 0**

**Juveniles released from probation/diversion – 3/4**

**Cases transferred to Adult Misdemeanor Probation – 0**

**Money collected from cost of supervision fee – \$618.00**

**Money collected from drug testing fee - \$ 155.00**

**Money collected from other fee-\$ 140.00**

**Offenses committed by Juveniles currently on probation**

- Alcohol minor consumption – 2
- Battery – 2
- Disturbing the peace – 1
- Fraudulent use of a transaction card-2
- Possession of drug paraphernalia – 3
- Possession of controlled substance- 3
- Property-malicious injury to property –2
- Runaway- 1

**Upcoming Trainings:** January 27<sup>th</sup> –January 31<sup>st</sup> Crisis Intervention Team Training. This training is free to probation officers and will be held in Idaho Falls at EITC from 8:00-5:00pm. Certification upon completion of training.

**JABG GRANT**

**The JABG Funds are now funding a Restorative Justice Program.**

3 juveniles attended the RJ program with 3 juveniles successfully completed the program.

These juveniles completed a Victim Awareness Packet on their own and met with Willy Warner to process the booklet with them.

**MILLENNIUM FUNDS** – Millennium Funds are used to fund a smoking class.

Juveniles successfully completed the program – 3

Juveniles unsuccessfully completed the program – 3

Teton County Juvenile Probation now offers the following programs.

**N-O-T** Not on Tobacco- This is a smoking class

**TFAC** Thinking for a Change – This is a cognitive approach to decision making.

**Project Towards no Drugs-** This is an educational class for any juvenile using and kind of illegal substance.

# ONE DAY SNAPSHOTS OF JUVENILE PROBATION CASE LOAD

					Courtesy Supervision with Other States		Courtesy Supervision with Other Counties		In IDJC State Custody	
	Formal Probation		DIVERSION							
	M	F	M	F	In-Idaho	Out	In-Teton	Out	M	F
JUNE 30 2008	20	3	0	0	0	3	1	1	0	0
SEPTEMBER 30 2008	22	3	0	0	0	3	0	0	0	0
DECEMBER 31 2008	24	5	3	0	0	2	1	0	0	0
Actual 08 YTD Totals	46	11	3	0	0	3	4	2	0	0
MARCH 31 2009	24	11	2	0	1	1	1	0	0	0
JUNE 30 2009	24	10	0	0	1	4	1	1	0	0
SEPTEMBER 30 2009	28	6	0	0	1	4	2	3	0	0
DECEMBER 31 2009	25	6	1	0	0	4	2	4	0	0
Actual 09 YTD Totals	44	13	3	0	1	7	3	4	0	0
MARCH 31 2010	14	4	1	1	0	4	0	3	0	0
JUNE 30 2010	14	4	3	0	0	4	0	2	0	0
SEPTEMBER 30 2010	13	4	4	1	0	4	0	2	0	0
DECEMBER 31 2010	10	3	1	1	0	2	0	0	0	0
Actual 10 YTD Totals	27	7	7	3	0	4	0	3	0	0
MARCH 31 2011	12	4	1	1	0	2	0	0	1	0
JUNE 30 2011	10	3	2	0	0	2	0	0	1	0
SEPTEMBER 30 2011	8	3	6	0	0	0	1	0	1	1
DECEMBER 31 2011	8	5	7	0	0	0	1	0	1	1
Actual 11 YTD Totals	16	6	7	1	0	3	1	1	1	1
MARCH 31 2012	18	5	5	0	0	0	2	0	0	1
JUNE 30 2012	16	5	8	1	0	3	2	0	0	1
SEPTEMBER 30 2012	14	4	2	0	0	5	1	0	0	1
DECEMBER 31 2012	8	2	7	4		5	1	0	0	1
Actual 12 YTD Totals	14	6	11	5	0	5	1	0	0	1
MARCH 31 2013	6	2	6	4	0	6	1	0	0	1
JUNE 30 2013	3	4	2	5	0	5	1	0	0	0
SEPTEMBER 30 2013	9	5	1	4	0	3	1	0	0	0
DECEMBER 31 2013	8	3	1	0	0	3	0	0	0	1
Actual 13 YTD Totals	12	5	6	5	0	6	1	0	0	1

QUARTERLY REPORT ON JUVENILE PROBATION NUMBERS							
	Drug Tests			Percent	Probation	Days Juveniles	Releases from
	Done	Positive	Negative	Positive	Violations	Spent at 5-C	JV Probation
JAN-JUN 08	103	43	55	42%	13	120	17
JULY-SEPT 08	86	36	50	42%	10	55	8
OCT-DEC 08	92	39	53	42%	10	79	5
<b>08 YTD TOTALS</b>	<b>281</b>	<b>118</b>	<b>158</b>	<b>42%</b>	<b>33</b>	<b>254</b>	<b>21</b>
JAN-MAR 09	118	61	57	52%	6	90	5
APR-JUN 09	166	96	70	58%	5	87	8
JUL-SEPT 09	117	61	56	52%	6	106	7
OCT-DEC 09	72	18	54	25%	3	145	7
<b>09 YTD TOTALS</b>	<b>473</b>	<b>236</b>	<b>237</b>	<b>50%</b>	<b>20</b>	<b>428</b>	<b>27</b>
JAN-MAR 10	44	12	32	27%	1	5	12
APR-JUN 10	39	20	19	51%	2	9	3
JUL-SEPT 10	32	19	13	59%	3	21	4
OCT-DEC 10	46	23	23	50%	5	78	3
<b>10 YTD TOTALS</b>	<b>161</b>	<b>74</b>	<b>87</b>	<b>46%</b>	<b>11</b>	<b>113</b>	<b>22</b>
JAN-MAR 11	73	39	34	53%	5	95	2
APR-JUNE 11	57	36	21	63%	6	41	3
JUL-SEPTE 11	48	39	9	81%	5	120	4
OCT-DEC 11	55	43	12	78%	1	19	6
<b>11 YTD TOTALS</b>	<b>233</b>	<b>157</b>	<b>76</b>	<b>67%</b>	<b>17</b>	<b>275</b>	<b>15</b>
JAN-MAR 12	97	68	29	70%	3	135	1
APR-JUNE 12	95	60	35	63%	6	15	6
JUL- SEPT 12	94	38	26	40%	0	16	4
OCT-DEC 12	40	9	31	29%	2	5	2
<b>12 YTD TOTALS</b>	<b>326</b>	<b>175</b>	<b>121</b>	<b>69%</b>	<b>11</b>	<b>171</b>	<b>13</b>
JAN-MAR 13	24	1	23	0.04%	1	5	4
APR-JUNE 13	39	9	30	0.3	2	14	8
JUL-SEPT 13	40	14	26	0.35%	4	25	6
OCT-DEC 13	25	16	9	0.56%	3	50	7
<b>13 YTD TOTALS</b>	<b>128</b>	<b>40</b>	<b>88</b>	<b>14%</b>	<b>10</b>	<b>94</b>	<b>25</b>

# Teton Valley Business Development Center

*Steady growth with family-wage jobs*

Roger Brink, Chairman  
Brian McDermott, Executive Director  
January 2014

## Overview

### The Teton Valley Business Development Center...

- Formed in 2010 in response to the recession and crash in the real-estate market
- Board comprises diverse businesses, backgrounds and viewpoints
  - All agree that the Valley needs steady economic growth and family-wage jobs
- New executive director hired in November 2013—Brian McDermott
  - 29-year background in corporate communications, marketing, advertising
  - Avid skier, hiker, cyclist
- The Teton Valley Economic Development plan guides our work
  - Drafted by RPI Consulting, a leader in Rocky Mountain economic planning
  - Based on solid research and economic facts and data
  - Represents input from every constituency in the Teton Valley
  - Ratified by the Teton County Commissioners and supported by the cities of Victor, Tetonina and Driggs
- Overarching strategies:
  - Support and grow existing agriculture, retail, tourism sectors
  - Grow and attract new recreation technology, creative and light manufacturing businesses.

## Board of Directors

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TVBDC board members	Affiliation	Position
Roger Brink	Sotheby's Realty	Board Chair
Brian Gibson	Alliance Title	Vice Chair
Wayne Maness	Victor City Council, U.S. Bank	Treasurer
Nancy McCullough-McCoy	Powder Mtn. Press	Secretary
Aaron Driggs	Owen-PC Construction	Executive Board
Billie Siddoway	Siddoway Law	Executive Board
Gloria Hoopes	Mayor, City of Teton	Executive Board
Ken Chambers	Chambers Ranch	Executive Board
Kathy Spitzer	Teton County Prosecutor	Executive Board
Hyrum Johnson	Mayor, City of Driggs	Executive Board
OR Doug Self	Community Development, City of Driggs	Executive Board

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## Strategic Plan *[will flesh these slides out with more details]*

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### Business Recruitment and Development-

- Goal: GA1. Implement a Focused Business Recruitment and Development Center
- Goal: GA2. Target and recruit specific industries
- Goal: GA3. Coordinate and implement EcDev Plan
- Goal: GA4. Create a Business recruitment and development center that serves as a resource to new and existing businesses

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# Strategic Plan

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## Physical Asset Development-

- GB1. Improve and support physical asset development

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# Strategic Plan

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## Tourism Marketing-

- Goal: GC1. Develop tourism marketing and branding strategy

6

## Strategic Plan

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### **Protection and Fostering of Lifestyle-**

- Goal: GD1. Protection of critical assets

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## TVBDC Funding

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### Teton Valley Business Development Center Funding

#### Grants:

- Idaho Department of Commerce Economic Development Grant: \$20,000
- HUD Regional Sustainability Grant: \$20,000
- Teton County: \$10,000
- Cities of Victor, Driggs & Tetonia: \$8,000 combined
- Private donors: \$10,000

#### For services performed:

- Eastern Idaho Technical College for marketing and recruiting: \$11,000

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## Teton Valley Business Development Center

### Evaluation Framework & Detailed action plan

Revised 2014 01 08 Includes edits from Dept. of Commerce Review

Timing - O=Ongoing; 1=immediate; 2=next two years; 3=next three years; 5=next five years; C=completed

Focus Area: FA. Business Recruitment/Development

Goal: GA1. Implement a Focused Business Recruitment and Development Center

Strategy	Details	Measure of Success	Participants	Timing/status
SA1a. Secure funding for business recruitment and development center coordinator	<ul style="list-style-type: none"> <li>Public funding</li> <li>Private funding</li> <li>Grants</li> <li>Public-private partnership</li> </ul>	1-3 years of funding secured to hire an business recruitment and development center coordinator	Teton Valley Business Development Center (TVBDC), Cities, County, Private contributions	C: Center is operational  O: Funding

What	Cost	Audience	Objectives/Message	Whom	When
Understand funding mechanisms and what needs to be done to comply with MOUs		Agencies	Ensure funding	McD	1-10-14
Develop self-sustaining fundraising strategy <ul style="list-style-type: none"> <li>How and whom to approach</li> <li>Types of events</li> <li>Services or other income streams</li> </ul>		Potential Donors	Ensure funding	Fund-raising committee	2-14
Understand renewal requirements for existing grants			Ensure funding	McD	2-20
Seek out and apply for additional grants.			Ensure funding	McD	2-20

Strategy	Details	Measure of Success	Participants	Timing/status
SA1b. Establish management structure & cooperative agreement	TVCC, TVBDC <ul style="list-style-type: none"> <li>New Non-Profit/other entity</li> <li>Government entity</li> </ul>	TVBDC coordinator under contract; completed projects	TVBDC, Cities, County, Business Leaders, Community Leaders	C

### Orientation, startup infrastructure and training

What	Cost	Audience	Objectives/Message	Whom	When
Land line installed	60/mo.	All	Comms.	McD, Silverstar	C
Email in process, dependent on installing Outlook and getting a few hours of professional info technology assistance.	TBD	All	Comms.	McD, Aaron	1-10

What	Cost	Audience	Objectives/Message	Whom	When
<p>Intro visits</p> <ul style="list-style-type: none"> <li>• Doug Self—City of Driggs Community Development Director</li> <li>• Hyrum Johnson—Mayor Elect, City of Driggs</li> <li>• Dan Powers—Mayor, City of Driggs</li> <li>• Zach Smith—Mayor, City of Victor</li> <li>• Brittany Skelton. Planner, City of Victor</li> <li>• Phone call with Gabe Preston, RPI Consulting, lead author of our economic development plan</li> <li>• Ken Chambers—TVBDC Board Member, Chambers Realty, etc.</li> <li>• Chris Collins—Principal, 22 Designs</li> <li>• Mark Fisher—Fisher Creative</li> <li>• Scott Fitzgerald—Fitzgerald's Bicycles</li> <li>• Hope Strong--interview for Valley Citizen piece on TVBDC</li> <li>• Rob Marin—Teton County GIS coordinator</li> <li>• Jason Boal—Teton County Planer</li> <li>• VARD Staff</li> <li>• Silverstar Staff</li> <li>• Kim Trotter, Community Foundation of Teton Valley</li> <li>• Tom Cluff-- Planning and Building Administrator at Fremont County, Idaho</li> <li>• Bryan Case, CEO, Fall River Power</li> </ul>		Key business and public sector leaders	Learn how the TVBDC might assist, how we can be mutually supportive.	McD	C

What	Cost	Audience	Objectives/Message	Whom	When
ED Pro training: Idaho Dept. of Commerce <ul style="list-style-type: none"> <li>Full group update session on 5&amp;6 Nov.</li> <li>Orientation to services on 22 Nov.               <ul style="list-style-type: none"> <li>Labor, Hoovers, stats, site selection, international, tourism, grants</li> <li>Examples—Boise  <a href="http://www.bvep.org/">http://www.bvep.org/</a></li> <li><a href="http://www.southernidahoho.org/aboutsiedo/">http://www.southernidahoho.org/aboutsiedo/</a></li> </ul> </li> <li>Resource training at Dept. of Labor offices in Idaho Falls</li> </ul>	800 travel expense	All	Understand processes and available resources	McD	C

Below are key items per Roger.

What	Cost	Audience	Objectives/Message	Whom	When
Establish Telephone line & #	60/mo.	All	Comms. & referrals	McD	C
Establish e-mail account	TBD	All	Comms. & referrals	McD & consultant	1-15-14
Precise documentation and power point describing our plan, actions for use in soliciting funding from private sector		Key supporters	Demonstrate that the Center has a solid, achievable plan	McD	1-10-14
Establish reporting schedule per MOU mandates		Agencies	Ensure continued support	McD and board	1-20-14
Establish tracking for expenses.		Board oversight	Manage cash,	McD	C
Contact reports—excel database for starters, then perhaps Salesforce.com		Oversight	Ensure priorities being worked	McD	1-20
Meet with key business people in the valley to learn their views, ideas and needs.		Stakeholders	Build support, education, help solve existing business problems	McD, w/Roger periodically	Ongoing
Design and deploy website	5,000	All	Prospective businesses	McD & consultant	3-20-14

Goal: GA2. Target and recruit specific industries

Strategy	Details	Measure of Success	Participants	Timing/status
SA2a. Inventory infrastructure and real estate assets		Completed inventory available to public	TVBDC, cities, County	1, O

<b>What</b>	<b>Cost</b>	<b>Audience</b>	<b>Objectives/Message</b>	<b>Whom</b>	<b>When</b>
Create fiber-optic overlay on county infrastructure map	None	Site selectors	Bandwidth is available	McD with R. Marin, Silverstar	1-30-14
Determine if commercial office, retail and manufacturing space is adequately represented on MLS	None	Site selectors	Learn whether we need to represent properties differently	McD	1-30
Understand the capabilities of Gem State Prospector	None	Site selectors	Determine how to integrate this tool into our program	McD	3-10
Obtain power specifications and publish on website	None	Site selectors	Show adequate capacity for growth	McD & Fall River rep.	3-10
Obtain sewer specifications and publish on website	None	Site selectors	Show adequate capacity for growth	McD & City of Driggs	3-10

<b>Strategy</b>	<b>Details</b>	<b>Measure of Success</b>	<b>Participants</b>	<b>Timing/status</b>
SA2b. disseminate information on assets	· Websites · Print material	Completed inventory available to public	TVBDC, Cities	2

<b>Strategy</b>	<b>Details</b>	<b>Measure of Success</b>	<b>Participants</b>	<b>Timing/status</b>
SA2e. Create an information portal for potential new businesses	See City of Driggs Economic Development -> Business Development webpage for Driggs info.	Completed portal	TVBDC, TVCC, Cities	1

<b>What</b>	<b>Cost</b>	<b>Audience</b>	<b>Objectives/Message</b>	<b>Whom</b>	<b>When</b>
Review new Dept. of Commerce portal and determine if we need to create additional functionality		Site selectors	Use available resources	McD	2-20-14
Build website with a combination of links and data on real estate and infrastructure inventory	\$1950 est.	Site selectors	Effectively show the range of facilities available	McD, contractor	3-1-14
Create document outlining assets and other information typically requested by site selectors	Design cost TBD	Site selectors	Same as above	McD, contractor	3-1-14

Strategy	Details	Measure of Success	Participants	Timing/status
SA2c. Identify specific businesses and set goals for recruitment	Understand and catalog incentives available	Recruitment plan Business moved to Teton Valley within 12 months	TVBDC, Cities	1
SA2d. Recruit creative class individuals that can telecommute	Website Print Material Marketing / Advert.	New individuals telecommuting from Teton Valley	Cities, TVBDC, DDCA	1

What	Cost	Audience	Objectives/Message	Whom	When
Produce recruiting brochure	1,000	All	Teton Valley is a great place to live and do business	McD, PMP	1-20
Attend Winter Outdoor Retailer show in SLC	Mileage, meals	Outdoor soft and hard goods mfgs and distributors	Gauge interest in locating in Teton Valley	McD, Hyrum Johnson	1-22-14
Understand and catalog incentives available from Feds, State and Cities, including grants, rent subsidies and tax abatements		Internal	Be able to help firms quickly calculate cost advantages of moving to Teton Valley	McD, cities	2-1-14
Establish funding and budget for hosting site visits	TBD	Prospects	Be able to show visitors the best of the valley	McD, Board	2-15-14
Research candidates and develop Excel or Sales Force.com hit list in fishing, mountaineering, cycling and ski hard and soft goods manufacturing		Internal	Establish possible candidates	McD	2-15
Research candidates and develop hit list in web development, ecommerce advertising, film & music production, and financial services		Internal	Establish possible candidates	McD	2-15
Begin phoning and emailing firms on the list		Owners and senior management of the firms	Tout the benefits of locating here	McD	2-15
Book visit to include meetings with key utility, county, city and business development officials. Add in driving & real estate tours, and activities as interests dictate.		Site selectors; company officials	Tout the benefits of locating here. Establish next action steps.	Team	ongoing

Goal: GA3. Coordinate and implement EcDev Plan

Strategy	Details	Measure of Success	Participants	Timing/status
SA3a. Collaborate with TVCC, TVF, DDCA, etc. to coordinate marketing	See below for coordination and action steps.	Marketing strategy	TVCC, TVF, Public entities, DDCA	2

What	Cost	Audience	Objectives/Message	Whom	When
Coordination:					
Bi weekly meetings on the books with City of Driggs. Sit in on DDCA meetings.		Respective boards and teams	Ensure that we're complementing each other's work and not duplicating.	McD, DDCA, Self	ongoing
Complete Roles, Responsibilities and Relationships document		TVCC, Victor, Tetonia, Driggs	Ensure that we're complementing each other's work and not duplicating.	McD and respective entities	1-15
Include all groups as media outreach strategy is developed		TVCC, Victor, Tetonia, Driggs	Create a well-rounded story	McD and respective entities	1-20

Goal: GA4. Create a Business recruitment and development center that serves as a resource to new and existing businesses

Strategy	Details	Measure of Success	Participants	Timing/status
SA4a. Provide business retention and expansion assistance			TVBDC, TVCC, Realtors	1, O

What	Cost	Audience	Objectives/Message	Whom	When
Meet with business owners to understand what support they need		Business owners	We are able to support you in various ways.	McD	O
Download DOC's "How to Start a Business" document		Incoming and local business owners.	Professional advice	McD	1-10-14
Understand the full range of support available from Idaho Dept. of Commerce, the Development Company, etc.		Incoming and local business owners.	Fast, accurate referrals	McD	2-15-14
Help companies navigate city, county and state regulatory processes		Incoming and local business owners.	Smooth process, positive results	McD	O

Strategy	Details	Measure of Success	Participants	Timing/status
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SA4b. Micro-loan funding for small businesses	Driggs has program in place, need help finding lendees. Provide workshops on crowdsourcing	Money in circulation to small businesses	Cities, Banks	O
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What	Cost	Audience	Objectives/Message	Whom	When
Understand micro-loans. Is \$500 too little to bother with? Are there other sources of low-cost capital in the \$5,000—20,000 range?		Cities, business people, bankers	Smart recommendations	McD	3-1-14
Have an inventory of funding sources available to be able to make recommendations to businesses		Incoming and local business owners.			

Strategy	Details	Measure of Success	Participants	Timing/status
SA4c. Start-up support	<ul style="list-style-type: none"> <li>·Business incubator: Rent-subsidized locations for new businesses</li> <li>·Business plan review</li> <li>·Networking</li> <li>·Provide financing and funding info</li> </ul>	<p>Evidence of business expansion</p> <p>New start-up businesses</p> <p>Driggs has business license and incubator data.</p>	TVBDC, Chamber, Cities, EITECH	1, O

What	Cost	Audience	Objectives/Message	Whom	When
Refer appropriate businesses to Driggs incubator		Incoming and local business owners.	Low-cost rent options	McD	O
Explore whether an incubator is called for in Victor and Tetonia.		Incoming and local business owners.	Low-cost rent options	McD & mayors	2-15
Develop list of experienced individuals, i.e. SCORE, to whom we can refer businesses for business plan review and comment		Incoming and local business owners.	Sage advice to help ensure success	McD	2-15
Hold events that help a wide range of business people exchange ideas—Chance meetings?	Sponsor	Incoming and local business owners.	<p>--Companies doing more business within the Valley.</p> <p>--Advice exchange</p>	McD	3-1

Strategy	Details	Measure of Success	Participants	Timing/status
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SA4d. Lobby State Legislature and local gov'ts for reforms to help local business	·Liquor license, ·Internet sales tax Planning that encourages growth and commercial development in cities	Business-friendly changes in law	TVBDC, Chamber, Cities, County	2
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What	Cost	Audience	Objectives/Message	Whom	When
Learn from Dan Powers about the challenges of reforming liquor law			Improved chance of success in future	McD	2-15-14
Join in existing reform lobby effort			Improved chance of success in future	McD	
Understand city and county planning process and advocate for appropriate business-friendly rules		City councils, county commissioners	Support business growth while maintaining quality of life	McD	O

Strategy	Details	Measure of Success	Participants	Timing/status
SA4e. Encourage entrepreneurial and niche businesses	·Provide financing/funding information ·Site location assistance	Track the formation of new niche businesses	Cities, County, TVBDC	3

What	Cost	Audience	Objectives/Message	Whom	When
Explore with extension service new agricultural products and markets		Farmers	Higher value products and more income for farms.	McD	4-15-14
Create a forum where Teton Valley entrepreneurs can brainstorm and get sage advice on their ideas.		Local businesses	Develop and vet ideas for new businesses. Make connections	McD, Board	6-

Focus Area: FB. Physical Asset Development

GB1. Improve and support physical asset development

Strategy	Details	Measure of Success	Participants	Timing/status
SA3b. Collaborate with public entities on physical asset development		Asset development plan	Cities, County	2
SB1a. Expand Telecommunications infrastructure	·High speed internet and broadband capabilities	Infrastructure inventory--map Improved telecommunications infrastructure	Utility companies, Cities, County, TVBDC coordinator	1 2: improvements



What	Cost	Audience	Objectives/Message	Whom	When
Provide input to cities and county on business needs		City and county officials	Ensure that business needs are served		O
--Map telecom infrastructure. --Ensure that businesses know how to engage with Silverstar		Businesses, Silverstar	Telecom infrastructure is visible and available where businesses need it.	McD, Silverstar officials	1-30-14

Strategy	Details	Measure of Success	Participants	Timing/status
SB1b. Expand and diversify educational opportunities	·Technology education i.e. online courses and trainings ·Public schools ·Partnerships with Jackson institutions	Courses offered per quarter; number of students enrolled	University Extensions, Online Universities, Public Schools, EITC.	1

What	Cost	Audience	Objectives/Message	Whom	When
Reinforce the need to fund and improve schools.		School board, voters	Good schools are critical in recruiting new businesses and talent.	McD, Board	O
Implement EITC curriculum in Ford Garage		Students	Solid vocational training with credit is available.	Board	6-01-14

Strategy	Details	Measure of Success	Participants	Timing/status
SB1c. Foster a stable environment to support healthcare needs		Local access to healthcare	TVHC	5

What	Cost	Audience	Objectives/Message	Whom	When
Support improvements		TVHC	Improved services	McD, Board	O

Strategy	Details	Measure of Success	Participants	Timing/status
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SB1d. Coordinate transportation	·Infrastructure ·Goods distribution ·Airport ·Transit	transportation plan policies and implementation strategies that prioritize business growth Increased availability of public transit Increased use and availability of public transit	Driggs, Victor, Tetonia, Teton County, ID and Teton County, WY transportation plans Transit, TVTAP, providers, Cities, County TVMAC (Teton Valley Mobility Advisory Council) meets quarterly or so and is made up of all of these groups) Airport Board	1
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What	Cost	Audience	Objectives/Message	Whom	When
Seek opportunities to reinforce the business imperative of good transport		Public and private entities involved in transport	Economic growth depends on good, cost-effective movement of people and goods	McD, Board	O

Strategy	Details	Measure of Success	Participants	Timing/status
SB1e. Implement downtown enhancement and infill	·Identify barriers and opportunities ·Coordinate and focus urban renewal efforts ·Improve residential options in/near downtowns	Increased occupancy in downtown buildings; Increased residential and commercial options Increased downtown sales (measured via sales tax)	Cities, Development organizations, TVCC, TVBDC, Driggs Urban Renewal, DDCA	O

What	Cost	Audience	Objectives/Message	Whom	When
Support		Cities		McD, Board	O

Strategy	Details	Measure of Success	Participants	Timing/status
SB1f. Establish valley way-finding	·Scenic Byway Committee	Implementation of way-finding system	TVCC, USFS, TVTAP, cities, county, ITD	2

What	Cost	Audience	Objectives/Message	Whom	When
Ask Doug Self whom to contact to offer input		TVCC, USFS, TVTAP, cities, county, ITD	Determine best way to influence and support the effort	McD	2-1-14
Refer group to Maureen Gresham at IDOT re: funding		Committee	Possible source of funding	McD	2-10

Strategy	Details	Measure of Success	Participants	Timing/status
SB1g. Improve recreational infrastructure. (Parks, Rec Center, Ice Rink, Rodeo, soccer fields)	·Recreation District --youth sport tournaments— --See ongoing County Rec. Master Plan.	Increased use of recreational facilities	County, Cities, recreational non-profits (e.g. TVF, TVTAP, TVRA)	5

What	Cost	Audience	Objectives/Message	Whom	When
Support		Cities		McD, Board	O

Focus Area: FC. Support existing businesses through tourism marketing

Goal: GC1. Develop tourism marketing and branding strategy

Strategy	Details	Measure of Success	Participants	Timing/status
SC1a. Attract tourist who are in the area	·Signage ·Events, ·Beautification -Get Winter Targhee visitors into the Valley	Increased visits, sales increases.	Cities, TVBDC and TVCC, DDCA	2

What	Cost	Audience	Objectives/Message	Whom	When
Support		Cities		McD, Board	O
Support businesses that are developing such tourist sectors as mountain and road cycling		Tourists	The Teton Valley is a great place to participate in your sport.	McD,	O
Communicate to the various tourists—fishers, cyclists, skiers, etc.—about the possibilities of living and working in the Valley		Tourists	Work where you play.	McD	O

Strategy	Details	Measure of Success	Participants	Timing/status
SC1b. Encourage tourists to stop when in Valley	·Teton GeoTourism Center— Restrooms ·Free Wi-Fi, ·Beautification	Increased visitor stops	Cities, TVMA, DDCA, DURA	2

What	Cost	Audience	Objectives/Message	Whom	When
Support		Cities, organizations		McD, Board	O

Strategy	Details	Measure of Success	Participants	Timing/status
SC1c. Provide and promote special events and competitions	·Athletic ·Artistic ·Cultural and historic ·Events	Increased participation in events	Cities, TVBDC, TVF, TVTAP, TVCC (etc.), DDCA	O

What	Cost	Audience	Objectives/Message	Whom	When
Support		Cities, organizations		McD, Board	O

Strategy	Details	Measure of Success	Participants	Timing/status
SC1d. Identify target marketing to a focused group of potential visitors		Marketing strategy	TVCC	1

What	Cost	Audience	Objectives/Message	Whom	When
Support		TVCC		McD, Board	O
Support the efforts of existing operators to gain exposure.		Prospects	Teton Valley is a great place to work and play.	McD	O
Through media placements, adverts etc., put our business message in front of visitors.		Valley visitors	Teton Valley is a great location for your business	McD	O

Strategy	Details	Measure of Success	Participants	Timing/status
SC1e. Develop a Teton Valley brand		Brand		1--3

What	Cost	Audience	Objectives/Message	Whom	When
Check availability of “Made in Teton Valley” and “You’ve got it Made In Teton Valley.”		Internal	Ensure that we can use it.	Billie S.	1-15-14
Draft scheme		Board	Outline potential brand and uses	McD	2-24
Validate it with the TVBDC board and other key stakeholders		Board	Gain input and approval	McD, Board	3-20
Commission art and other work products		Internal		McD	3-24

Get art and usage guidelines to all businesses for use in packaging, web and advertising		Businesses, customers	Create the perception of beauty, strength and quality	McD	6-1

Strategy	Details	Measure of Success	Participants	Timing/status
SC1f. Create information portal for visitors--website		Completed project	TVCC, TVBDC,	I

What	Cost	Audience	Objectives/Message	Whom	When
Contract with Host Gator	260/ Three yrs.	Internal	Place to put the site	McD	Complete
Map out initial architecture & content		Board	Business and area information repository	McD	Feb. 15
Contract with website builder	TBD		Create fast, simple, compelling site that is easily updated	McD	Feb 15
Deliver site for review		Board	Gain input	McD	March 15
Go live		All		McD, contractor	March 20
Refresh, add new info and functionality	TBD	All	Build the site into a benchmark of utility, interest and quality	McD	Ongoing

Focus Area: FD. Protect and Foster High Quality of Life

Goal: GD1. Protection of critical assets

Strategy	Details	Measure of Success	Participants	Timing/status
SD1a. Enhance recreational assets	·Improve trails, parks etc. ·Improve trailheads and signage	Increased use of public recreation facilities	TVF, TVTAP, Cities, Forest Service	3

What	Cost	Audience	Objectives/Message	Whom	When
Support this work with personal involvement in planning, eventually on the appropriate boards		Resident and visiting users	Trails are a critical quality-of-life asset	McD, board	O
Publicize improvements in appropriate business and recreational media		Prospective visitors and businesses	Our recreational assets are good for you, your employees, your business	McD	O

Strategy	Details	Measure of Success	Participants	Timing/status
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SD1b. Maintain open space and protect natural resources		Land conversion figures	County, Private, U of I Extension, TRLT(Teton Regional Land Trust), VARD	5
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What	Cost	Audience	Objectives/Message	Whom	When
Continuously communicate our support of balanced growth.		Participants listed above, as well as existing and prospective businesses	The growth we seek must be in harmony with our unique natural environment.	McD, Board	O
Publicize the above commitment and outcomes.		Prospective visitors and businesses	Our environmental assets are good for you, your employees, your business	McD	O

Goal: GD2. Provide a variety of housing choices

Strategy	Details	Measure of Success	Participants	Timing/status
SD2a. Inventory existing housing and market trends		Completed inventory	TVCC, Realtors, MLS, TVBDC	2

What	Cost	Audience	Objectives/Message	Whom	When
Locate sources and aggregate links to trend data and MLS listings on TVBDC website		Prospective buyers and business owners	We have a stable market and a range of affordable housing choices.	McD, Board,	08-13-14
Maintain and refresh the info biennially				McD	O

Goal: GD3 Enhance the local food movement

Strategy	Details	Measure of Success	Participants	Timing/status
SD3a. Promote food events that support farming	Local food movement	Local food sales	Cities, County, U of I, Slow Food in the Tetons, Full Circle, Farmers Market	2

What	Cost	Audience	Objectives/Message	Whom	When
General support of groups leading this effort		Groups, producers, consumers	The TVBDC supports these efforts.	McD, Board	O
Publicize the efforts and events		Resident and visiting consumers	Teton Valley has a progressive food movement that is good and good for you.	McD	O

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Strategy	Details	Measure of Success	Participants	Timing/status
SD3b. Support infrastructure to enhance local value added farm products	<ul style="list-style-type: none"> <li>·Culinary incubator facility</li> <li>·Uof I Extension to recruit</li> <li>·Promote farmers markets</li> <li>·Establish year-round food market facility</li> <li>·Map local food system assets</li> </ul>	Infrastructure inventory	Cities, County, TVCC Slow Food, Full Circle, Farmers Markets	5

What	Cost	Audience	Objectives/Message	Whom	When
Support and publicize the efforts above where possible. (need to better understand the efforts to determine specific actions)		Groups and consumers	There is a rich agricultural sector in the valley.	McD, board	O
Where appropriate, advise producers and purveyors on business and marketing practices, availability of grants and technical support.		Producers & purveyors	Help businesses be more successful, profitable	McD, Board	04-01-14
Help match farmers with resources that can help them add new, higher-value crops, or add more value to existing crops.		Agriculture extension services, scientists, farmers	The unique ground and farming capabilities in Teton Valley can product some amazing, profitable products.	McD, Chambers	05-01-14
Explore “Made in Teton Valley Idaho” agricultural branding and marketing.			Food grown in Teton Valley tastes better.		06-01-14

Goal: GD4. Enhance local art and music culture

Strategy	Details	Measure of Success	Participants	Timing/status
SD4a. Work with Grand Targhee Resort to maximize the effects of summer music events		Increased visitor stays, sales tax changes.	GTR, TVMA, TVBDC DDCA, TVCC	1

What	Cost	Audience	Objectives/Message	Whom	When
Meet with Ken Ryder, GTR marketing director, and Geordie Gillett, GTR president, to explore how we can support each other in general and how we might tag ancillary local activities onto their marketing for their major events		Internal	Working together for mutual benefit. Come for the music, stay for the mountains, hiking, biking, fishing, work.	McD, Roger, TVCC	Jan. 2014
The meeting above will suggest actions to be listed here.					

Strategy	Details	Measure of Success	Participants	Timing/status
SD4b. Support events that highlight local arts, history, culture and music	--explore the possibility of locating recording studios in the Valley ----Rodeo grounds	Increased participation in local arts/music events --New artistic businesses located in the valley	TVAC, TVF, DDCA, Cities	0

What	Cost	Audience	Objectives/Message	Whom	When
Support the groups that organize artistic events and include them in our publicity and marketing.	TBD	--Residents and visitors --Prospective buyers and business owners	We have a rich slate of cultural activities in the valley.	McD	05-01-14
Through these organizations and events, make contact with promoters, producers and artists.		Prospective artists and studio operators	The valley offers rest, refreshment and creative inspiration. Why not record your next album here?	McD	07-04-14



<b>Teton valley business development center</b>			
<b>Metrics criteria by activity</b>			
<b>Activity description</b>	<b>2013 Benchmark</b>	<b>2014</b>	<b>2015</b>
Prospective new business contacts			
New businesses opened one year or more			
Rec-tech			
E-commerce			
Value-added ag			
Pass-through tourism			
Annual business retention rate			
Events/conferences facilitated: local			
Capital infusion:			
Existing businesses			
Expanding businesses			
New businesses			
Jobs saved - existing businesses			
Jobs created - expanding businesses			
Jobs created - new businesses			
12-week unemployment rate: annualized			
Distributive ed student interns placed			
Business ed classes held - distance learning			
Occupancy rate and number: e-commerce facility			
Retail sales recaptured in target segments			
Electronics/technology			
Clothing and accessories			
General merchandise			
New/used motor vehicles: all segments			
Real estate sales/construction			
Single family home sales -			
Number of closings			
Median sales price			
Commercial property sales -			
Number of closings			
Median sales price			
Lot sales			

Building permits issued			
Commercial			
Number issued			
Value			
Residential			
Number issued			
Value			
Foreclosures			
Produce/distribute "doing business guidebook"			
Education/training seminars presented			
Individual business consultations			
Event/conferences attended			
Local			
Regional			
Out-of-state			

## Head:

Have it Made in Teton Valley Idaho

Idaho's Teton Valley offers unparalleled year-round recreation, scenic beauty, a thriving arts culture and an affordable, soul-nourishing, low-stress lifestyle. Many of our 10,000 residents came to play and have stayed to live and work.

## Recreation Paradise

Grand Targhee and Jackson Hole ski resorts are within a 30 minute drive, as is incredible backcountry on both sides of the valley. Enjoy world-class Nordic skiing, snow machining, mountain and road biking, golfing, fly fishing, hiking, mountaineering, glider flying, horseback riding, and more.

## Cost of Living & Housing

From historic, downtown homes to ranches and condos, the valley offers a variety of housing options. With median home prices at about \$200,000 and a cost of living index of 87.5 (U.S. average is 100), Teton Valley offers an affordable, high-quality way of living.

## Doing Business

At the core of the county's economy are construction, recreation & tourism, education & health care, agriculture, retail, food, and light manufacturing, with several successful recreation, internet and creative businesses.

Payroll, rents and utilities are lower than other mountain communities and the largely athletic workforce is well-educated, motivated and healthy.

## Fiber Optic Internet

Teton Valley is served by Silverstar Communications' high-speed redundant fiber optic network.

## Transportation and Shipping

Direct flights from national hubs serve both Jackson and Idaho Falls, both about an hour away. Driggs-Reed Memorial Airport handles private jets, with a longer runway and more affordable hangar and tie down rates than Jackson offers. Shuttles connect local cities and recreation areas. FedEx and UPS serve businesses and homes throughout the valley.

## Arts and Culture

Spectacular views, mountains and rivers inspire Teton Valley artists. National musical acts groove at the Grand Targhee Bluegrass and Targhee Fest festivals, and Music on Main. Other events include the Teton Valley Great Snow Fest, Farmers Markets, First Friday Art Walk, Shakespeare in the Park, Harvest and Oktoberfest Festivals, and Fourth of July Parade. First-run movies play at the historic Spud Drive-In and Pierre's Playhouse.

## Western Flair and History



The flavor of the wide-open Western lifestyle abounds in the valley, with active 4-H clubs and the excitement of summer rodeos. Discover our pioneering roots at the Teton Valley Museum.

#### Dining and Shopping

The valley has a full complement of grocery, clothing, hardware, recreational equipment and other retailers. Lively local pubs, microbreweries and fine-dining establishments are augmented by a growing slow-food movement.

#### Education

Teton School District operates a high school, middle school and upper elementary school in Driggs, with elementary schools located in Driggs, Victor and Teton. Private K-12 schools are available in Driggs and Victor. Brigham Young University, Idaho, is 45 minutes away in Rexburg and Eastern Idaho Technical College in 2014 will begin offering classes in Driggs.

#### Health Care

Teton Valley Health Care provides clinics in Victor and Driggs, in addition to primary medical, surgical, and diagnostic services at Teton Valley Hospital. Jackson's St. John's Medical Center operates the 4 Peaks walk-in clinic as well. Numerous other professionals provide physical therapy, vision, dental and alternative medical care.

#### Community and Environment

Several denominations serve residents' spiritual needs. Numerous foundations, trusts and advocacy groups help care for people and preserve the valley's singular natural environment.

#### Geography

Teton Valley, at an elevation of 6200 ft., runs for 30 miles north-south between the 13,000-foot Teton Range to the east and the 9,000-ft. Big Hole Mountains to the west, and encompasses the cities of Victor, Driggs and Teton, Idaho, and Alta Wyoming. Jackson Hole is about a 30-minute drive and Yellowstone National Park is under 90 minutes.

#### Weather

Average temperatures range from 12-29F in winter to 50-84F in summer. Teton Valley receives 30 more days of sunshine and has a longer growing season than the east side of the Teton Range. The nearby western slopes of the Tetons average 500 inches of snow per year.

#### [Sidebar]

Chris Valiante, [TwentyTwo Designs - The Performance Leader in Telemark Bindings](http://www.twentytwodesigns.com/)  
[www.twentytwodesigns.com/](http://www.twentytwodesigns.com/)

Having mountains and great skiing nearby is important to us personally, as well as for our business.

Rents and real estate are very affordable for both residential and commercial spaces. Wages go further, so they are lower than other resort towns.

Mike Morey, CITY PASS

City Pass bundles prepaid, discount admission to top city attractions into one easy-to-use ticket booklet. <http://www.citypass.com/>

Why I did I locate my business in Teton Valley, Idaho? Lifestyle, excellent labor pool, good support services, reasonably priced housing, and low operating costs.

The most important reason is that I live here and simply could not imagine a better place for my family. The views of the mountains surrounding the valley on three sides, aspen and cottonwood trees are always visible, and there is no traffic.

Ralph Mossman and Mary Mullaney, Heron Glass

<http://www.heronglass.com/>

We chose Driggs in 1987 for the same reasons we choose to remain here now. It is an excellent location for artists as it is constantly inspiring in its natural beauty and a short distance from town can put us into a setting that relaxes our minds and inspires our creativity. The community of people here share that appreciation for creativity, and so we are inspired by them as well.

**Locate your business in Teton Valley Idaho. For more information:**

Teton Valley Business Development Center

Brian McDermott, Director

208 354 1008

[Tetonbusiness@gmail.com](mailto:Tetonbusiness@gmail.com)

8:54 PM  
01/07/14  
Accrual Basis

**Teton Valley Business Development Center, Inc**  
**Balance Sheet**  
As of December 31, 2013

	<u>Dec 31, 13</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
TVBDC	<u>12,903.30</u>
Total Checking/Savings	<u>12,903.30</u>
Total Current Assets	<u>12,903.30</u>
<b>TOTAL ASSETS</b>	<u><u>12,903.30</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	<u>484.86</u>
Total Other Current Liabilities	<u>484.86</u>
Total Current Liabilities	<u>484.86</u>
Total Liabilities	484.86
Equity	
Net Income	<u>12,418.44</u>
Total Equity	<u>12,418.44</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>12,903.30</u></u>

**Teton Valley Business Development Center, Inc**  
**Profit & Loss**  
**October through December 2013**

	<u>Oct - Dec 13</u>
Income	
Contributions	18,000.00
Miscellaneous Credit	<u>0.84</u>
Total Income	18,000.84
Expense	
Advertising	705.51
Office Supplies	534.25
Payroll Expenses	473.32
Postage	9.20
Professional Services	1,324.68
Salaries & Wages	2,083.34
Travel	<u>452.10</u>
Total Expense	<u>5,582.40</u>
Net Income	<u><u>12,418.44</u></u>



## MEMORANDUM

**Date:** January 7, 2014  
**To:** Teton County Board of County Commissioners  
**From:** Robert M. Heuseveldt, P.E., CFM, City of Victor  
**Re:** City of Victor, FLAP Grant Request, County Match

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### **Executive Summary:**

Victor has been awarded a Federal Land Access Program (FLAP) Grant for the Idaho Teton Centennial Trail Project. As a condition of the award the FLAP Grant Committee is requesting a cash match instead of the proposed in kind match for engineering services. The City is requesting a financial contribution of \$8,147 from the County to help meet the Match requirement.

### **Background Information:**

The City of Victor, in coordination with the Forrest Service and Teton Valley Trails and Pathways (TVTAP), has been awarded a FLAP Grant for the Idaho Teton Centennial Trail Project. Attached are three exhibits that reflect the proposed project. Exhibit 1 reflects the extents of the project. The proposed pathway will be a 10 foot wide paved pathway that extends from the Moose Creek Trailhead along the Old Jackson Highway Alignment to the Idaho/Wyoming State Line. Exhibit 2 reflects the proposed Wyoming project in addition to this project which will eventually extend over Teton Pass. Exhibit 3 reflects the Pathways in the Teton Region to give a big picture perspective of the goal for a pathway loop in the greater Yellowstone Region. This project is a small but important piece of this bigger picture.

Originally the City proposed to meet the match requirement through in kind engineering services. Attached is an Email from Tom Erkert from the FLAP Programing Decision Committee that explains the conditions of the approval in addition to the Match Agreement. In essence the committee would like for Western Federal Lands to provide the engineering and management for the project and is requesting a cash match instead of in kind engineering. The breakdown of the match is listed below under Financial Impacts. In order to meet the match requirement the City has applied for a LHRIP Grant in the amount of \$100,000 in addition to contributing \$14,000 of in kind match. TVTAP has also successfully been awarded a Community Foundation of Teton Valley (CFTV) grant in addition to a contribution from Richard Weinbrandt to help meet the match requirement.

The City of Victor would like to request a financial contribution of \$8,147 from the County which will facilitate a joint venture effort to meet the match requirement and bring this project into fruition.

### **Financial Impacts:**

Total Estimated Project Cost:	\$ 1,705,000
Total Match Required (7.34%):	\$ 125,147
Total Victor Contribution:	\$ 14,000
Total from LHRIP Grant:	\$ 100,000
CFTV Grant:	\$ 2,000
Richard Weinbrandt Contribution:	\$ 1,000
<b>Total Requested County Contribution</b>	<b>\$ 8,147</b>



# Idaho Federal Lands Access Program Teton Pass Centennial Trail - Victor Segment

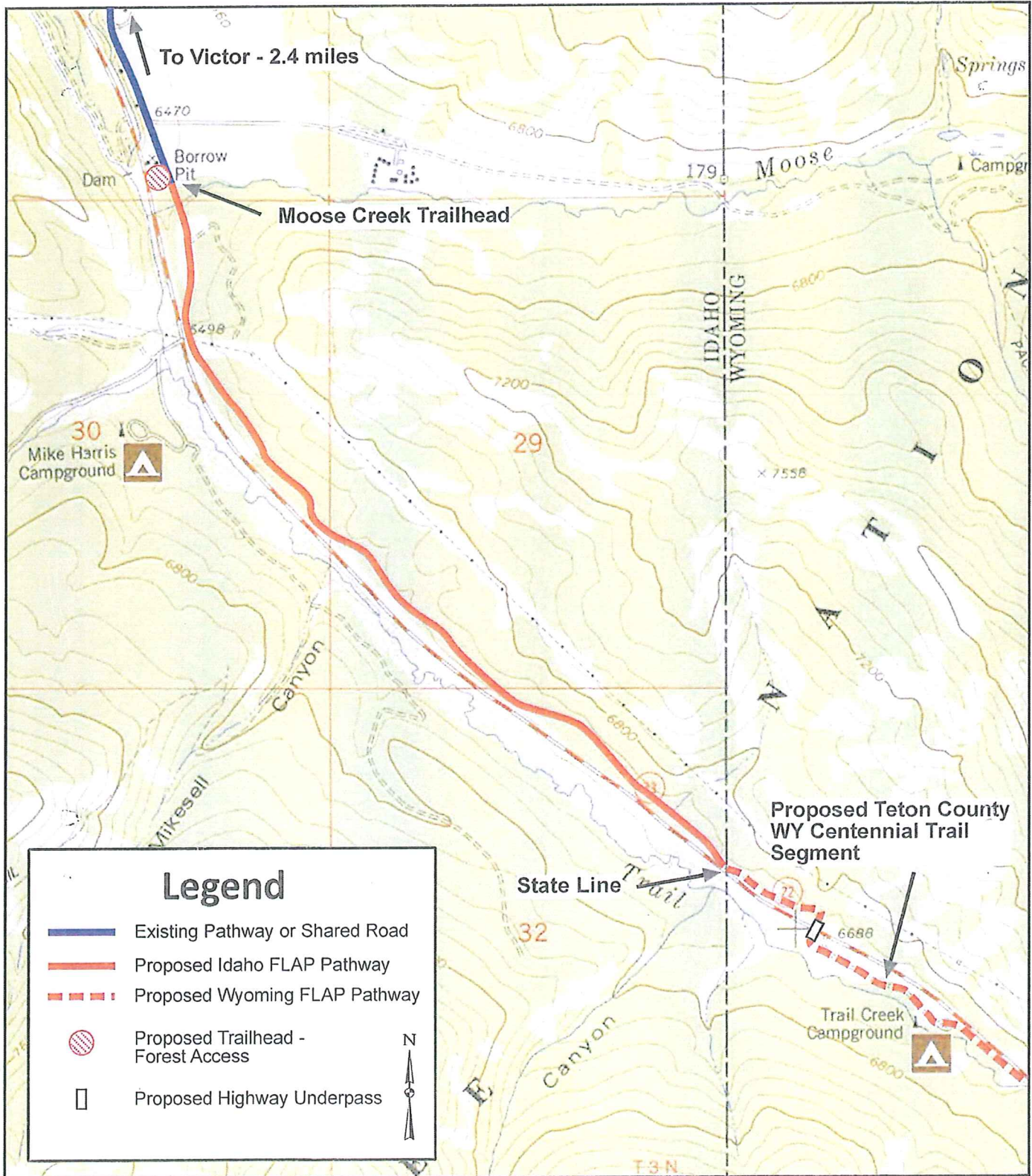


Exhibit 1



# Teton Pass Centennial Trail Project Area Map

Existing Pathway or Shared Road

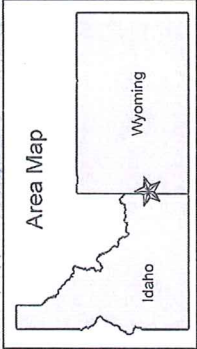
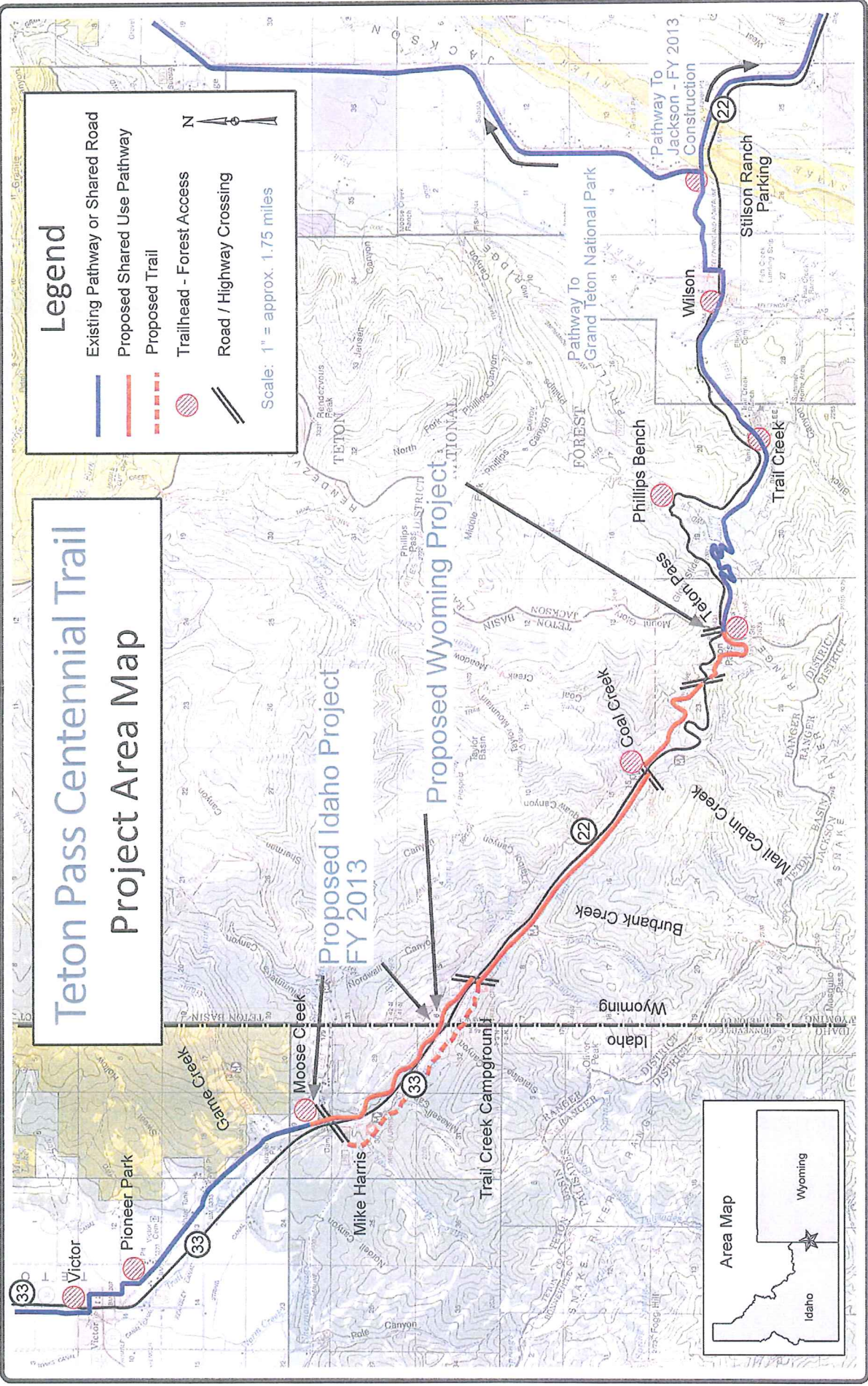
Proposed Shared Use Pathway

Proposed Trail

Trailhead - Forest Access

Road / Highway Crossing

Scale: 1" = approx. 1.75 miles





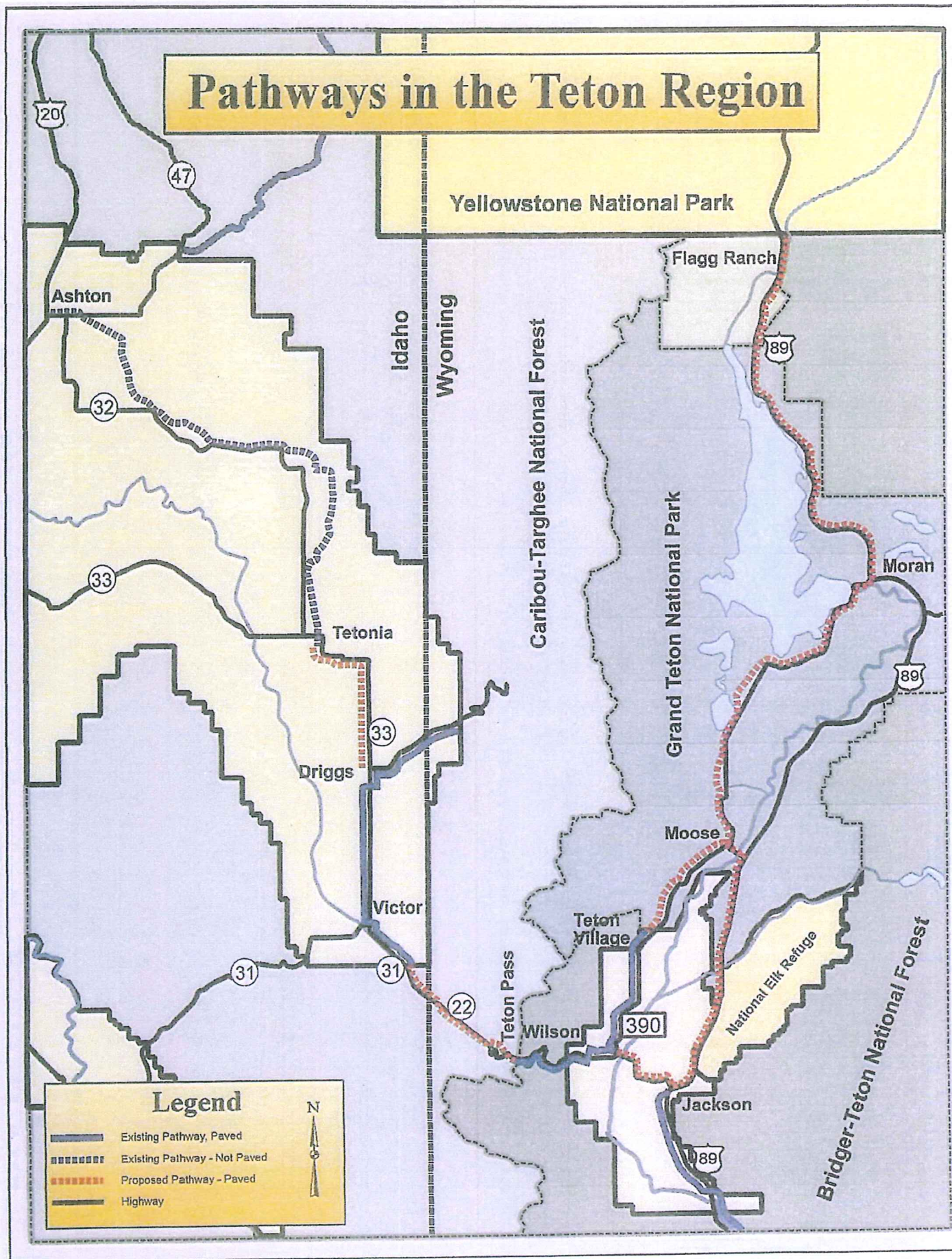


Exhibit 3



## Robert Heuseveldt

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**From:** Tom.Erkert@dot.gov  
**Sent:** Friday, August 30, 2013 8:10 AM  
**To:** roberth@victorcityidaho.com  
**Cc:** George.Fekaris@dot.gov; Phyllis.Chun@dot.gov; jflatz@lhtac.org; tom.cole@itd.idaho.gov  
**Subject:** Idaho Centennial Trail - Delivery and Match

Rob – as you know, I elevated our discussion about the Delivery Agency and Match complications up to the Programming Decision Committee (PDC) and I know that Jerry Flatz from LHTAC has talked to you about the situation. The PDC discussed the various issues on this project and has decided on the following:

1. Western Federal Lands will deliver the project. This is due to the level of engineering involved and the details in administering a federally funded project.
2. We will keep the obligation year at FY 2015 to allow enough time to work out the match and deliver the project
3. We encourage the City to apply for funding through LHTACs Local Rural Highway Investment Program (LRHIP) this fall (<http://lhtac.org/programs/lrhip/>). This is a grant program that the City can apply for up to \$100,000 in funds that can be applied towards the match. My understanding is that applications are due this fall and that award announcements are made in March. If successful, the funds are available the following year (ie 2015).
  - a. If the city applies for LRHIP funding this fall, you will have until March 2014 to commit to an acceptable form of match. If you can't commit at that time, the project will be dropped. You will be able to re-apply in the next call for projects.
  - b. If the city does not apply for LRHIP funding this fall and you can't come up with an acceptable form of match by December 31, 2013, the project will be dropped. Again, you will be able to re-apply in the next call for projects.

I will work up a new draft of the match agreement with the timing of the above noted. If you could develop a budget for the Cities time in coordination and review as I noted in my original draft we can get that included too.

-----  
Tom Erkert  
Federal Lands Access Program Manager  
Western Federal Lands Highway Division  
610 East Fifth St. Vancouver, WA. 98661-3801

[Tom.Erkert@dot.gov](mailto:Tom.Erkert@dot.gov)  
360-619-7791  
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US Department of Transportation  
Federal Highway Administration

## Federal Lands Access Program Match Agreement

Western Federal Lands Highway Division, FHWA  
610 E. Fifth Street  
Vancouver, WA 98661

**State:** Idaho

**Project Number/Name:** ID DOT T 33(1), Idaho Teton Centennial Trail

### Parties to this Agreement:

U.S. Department of Transportation  
Federal Highway Administration  
Western Federal Lands Highway Division, FHWA

and

City of Victor

### Purpose of Agreement:

The purpose of this agreement is to document the intent of City of Victor to meet its match requirement for the subject project as authorized under the Moving Ahead for Progress in the 21st Century Act (MAP-21), Title 23 U.S.C 120(b). The purpose of this project is to decrease the probability and severity of vehicle/bicycle/pedestrian crashes on State Route 33 from Moose Creek to the Idaho/Wyoming border. This agreement does not commit the parties to complete the project, but, rather sets forth the respective responsibilities as the project proceeds. Any subsequent decisions to complete final design and to construct the project will depend on authorizing legislation, NEPA analysis, availability of appropriations, and matching funds at the time of obligation.

The authority for FHWA to enter into this agreement is under Title 23 U.S.C. Section 204.

### Funding:

The Federal Lands Access Program of the Moving Ahead for Progress in the 21st Century Act (MAP-21) authorizes FHWA to provide funding for specific projects. The Program Decision Committee (PDC), consisting of FHWA, the State of Idaho, and an organization representing the local agencies of the state, is designated to jointly decide upon projects funded in the state. The PDC has decided to provide funding for the development of this project and to program the project for construction in FY 2015 under the Idaho State Federal Lands Access Program.

The matching requirement under MAP-21 will be met by City of Victor and other agencies that have committed to the project in subsequent agreements. The forms of match may be those consistent with the 'Federal-Aid Guidance Non-Federal Matching Requirements' ([http://www.fhwa.dot.gov/legregs/directives/policy/fedaid\\_guidance\\_nfmr.htm](http://www.fhwa.dot.gov/legregs/directives/policy/fedaid_guidance_nfmr.htm)) as shown in the Funding Plan. In the state of Idaho, the match rate is 7.34% of the total project cost. City of Victor will be responsible for meeting their match requirement for their share of costs incurred on the project after October 1, 2012; which is the date for implementation of MAP-21.

### Budget:

The following documents the expected costs of this project and the Match required:

Item	Amount
Planning	
Preliminary Engineering	\$190,000
Construction	\$1,285,000
Construction Engineering	\$130,000
Contingency - Contract Mods	\$100,000
Total Estimated Cost:	\$1,705,000
Match Rate Required (23 USC 120):	7.34%
Value of Match Required*:	<u>\$125,147</u>

\* Calculated by multiplying the Total Estimated Cost that is subject to match requirements by the percentage match required.



## Federal Lands Access Program Match Agreement

All Access Program expenditures associated with this project after October 1, 2012 will need to be matched by a Non-Federal source, by other Federal funds other than those made available under Titles 23 and 49 of the United States Code, or by funds made available under 23 U.S.C. 202 and 203. Estimated costs are based on the best budgeting information known at this time. The final Match will be determined based on actual expenditures at the conclusion of project work. Matching funds in FHWA receipt may need to be supplemented, or returned, once actual expenditures are determined. As noted under Modifications, if costs increase over the amount within this agreement, the PDC will consult with the signing agency before granting approval.

The following agencies have agreed to contribute the amounts shown which will reduce the federal share by the same amount. The Funding Plan is as follows (Includes all agencies that are cooperating in the project):

### Agency Contributions:

Phase	Agency	Form	Due	Received	Value	Comment
PE	Victor City	In-Kind Service	3/1/2014		\$14,000	Public Coordination, Plan Reviews, City to provide budget
CN	Victor City	Cash	3/1/2015		\$100,000	Match for CN, CM, CE from possible LRHIP Grant. City must apply for LRHIP Grant in fall of 2013
CN	Victor City	Cash	3/1/2015		\$11,147	Remaining match for CN, CM, CE
Total:					\$125,147	Total W/O Toll Credits: \$125,147

City of Victor is ONLY responsible for their respective match as shown in the table above.

Valuation of real property, services, materials, equipment, and use of facilities will be established at fair market value (FMV), as determined by applicable Federal grant administration regulations [49 CFR 18 or 19] and Federal cost principles.

### Records:

Costs and third party in-kind contributions counting towards satisfying a cost sharing or matching requirement must be verifiable from the records of grantees and subgrantee or cost-type contractors. These records must show how the value placed on third party in-kind contributions was derived. To the extent feasible, volunteer services will be supported by the same methods that the organization uses to support the allocability of regular personnel costs. 49 CFR 18.24(b)(6)

### Federal Highway Contributions:

Phase	Fund	FY	Amount	Comment
PE	G200	2014	\$123,000	
PE	G200	2015	\$53,000	
CN	G200	2015	\$1,173,853	
CM	G200	2015	\$100,000	
CE	G200	2015	\$130,000	
Total:			\$1,579,853	





US Department of Transportation  
Federal Highway Administration

## Federal Lands Access Program Match Agreement

Western Federal Lands Highway Division, FHWA  
610 E. Fifth Street  
Vancouver, WA 98661

*Federal Lands Access Program funds are administered by FHWA and are subject to annual appropriations from Congress. This document does not commit FHWA to advance the project or provide funds for the project, but provides required matching if FHWA expends funds to advance the project.*

### **Modification:**

This agreement may be updated periodically by mutual written consent of all parties. If project costs increase and are approved by the PDC, this funding agreement will be modified by mutual consent of all parties.



US Department of Transportation  
Federal Highway Administration

## Federal Lands Access Program Match Agreement

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610 E. Fifth Street  
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### Delivery Agency and Fund Transfers:

Western Federal Lands Highway Division, FHWA has been selected to deliver this project. Upon execution of this agreement, FHWA will forward payment requests to the Enterprise Servicing Center (ESC) at Oklahoma City, which will send invoices to City of Victor in accordance with the payment schedule set forth in the Funding Plan. After receiving the invoice, City of Victor can transmit the funds either through Pay.Gov (<https://pay.gov/paygov/>) or by mailing a check to ESC. The preferred method is to use Pay.Gov.

This project is authorized to use a Tapered Match. Under this approach, the non-Federal match is imposed over the entire project rather than individual progress payments. Timing of all fund transfers are specified in the Funding Plan. Tapered Match is authorized because it will result in an earlier completion date.

### Funds Transaction Information:

Please contact the following individuals to set up the funds transaction:

#### FHWA:

Tom Erkert, Federal Lands Access Program Manager  
Western Federal Lands Highway Division, FHWA  
610 E. Fifth Street

Vancouver, WA 98661  
(360) 619-7791  
Tom.Erkert@dot.gov

#### City of Victor

Craig Sherman, Treasurer

32 Elm Street  
P.O. Box 122  
Victor, ID 83455  
(208) 787-2940  
craigs@victorcityidaho.com





US Department of Transportation  
Federal Highway Administration

## Federal Lands Access Program Match Agreement

Western Federal Lands Highway Division, FHWA  
610 E. Fifth Street  
Vancouver, WA 98661

This Agreement shall be effective as of the date of the last signature:

**City of Victor**

Approved By:

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Zach Smith, Mayor

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Date



US Department of Transportation  
Federal Highway Administration

## Federal Lands Access Program Match Agreement

Western Federal Lands Highway Division, FHWA  
610 E. Fifth Street  
Vancouver, WA 98661

U.S. Department of Transportation  
Federal Highway Administration  
Western Federal Lands Highway Division, FHWA

Approved By:

---

Dan Donovan, Director of Program Administration

Date